

Fleet Efficiency User Guide
Governor Huntsman's Energy Efficiency Initiative /
HB110 (2007 Legislative Session)
Draft Document

A. Goals for vehicle fleet cost efficiency

Increase energy efficiency 20% by 2015*

- a. Decrease the overall CPM average in the state fleet by 2015
- b. Decrease the number of vehicles in the state fleet by 2015
- c. Decrease the total gallons consumed in the state fleet by 2015
- d. Decrease the overall MPG in the State fleet by 2015
- e. Decrease the total miles driven annual in the state fleet by 2015 (we will also monitor mileage reimbursements for personal vehicles to verify a reduction).
- f. Right size state vehicles in the fleet to the lowest level vehicle needed to conduct state business

*The individual measures listed above will be added together against the overall energy efficiency goal of 20% (a-f above should equal at least 20%)

B. A summary of agency submitted plans, statistics, and progress

- a. Agency plans will be submitted to DFO in the format noted in Attachment A (to be create by July 1, 2007).
- b. See Attachment B for a spreadsheet showing the statistics tracked and the annual progress through 2015.

C. Standard measures of cost including:

- a. Vehicle cost per mile (per vehicle and per agency)
 - i. The goal would be measured at the individual vehicle level (or the replacement vehicle level). The agency averages will be available for their reference.
 - ii. The "life to date" figure will be a data point measured each year.
 - iii. The baseline for this measurement will be as of June 30, 2007.
 - iv. Future snapshots measured against the baseline will be on June 30th (in preparation for the November 1st deadline). Only active vehicles will be included in the snapshot (and will be compared to the original baseline (even if the baseline vehicle is out of service).
 - v. Vehicles must have at least 5,000 miles and 6 months in service to be included in the data snapshot (if not the replaced vehicle will be used in the snapshot).
 - vi. The cost per mile comparison between years will be adjusted for inflation based on the actual fuel, PM, and repair cost.
 - vii. The cost per mile figure will not include depreciation (because of the rate matrix shifts in depreciation).
- b. Total vehicles in the state fleet
 - i. The baseline measure will be as of November 1, 2006 (State Vehicle Report)
 - ii. DFO will track underutilized vehicles shifted within an agency to avoid the need for expansion ("didn't need to expand" category)
- c. Total fuel used (per vehicle and per agency)
 - i. The goal would be measured at the individual vehicle level. The agency averages will be available for their reference.
 - ii. The baseline measurement will be from July 1, 2005 to June 30, 2006.
 - iii. Future snapshots will be taken on June 30th. The annual fuel consumption measurement will always be from July 1, 2005 to June 30th.

We will note in the tracking measurements if agencies have a higher fuel use because their mission requires it. For example, heavy snow years for agencies like UDOT.

d. Miles per gallon (per vehicle and per agency)

- i. The goal would be measured at the individual vehicle level. The agency averages will be available for their reference.
- ii. The baseline for this measurement will be an average per month of from July 1, 2005 to June 30, 2006

- iii. Future snapshots will be taken each month during the year July 1 to June 30. The average of the miles per gallons will be used to calculate the annual miles per gallon data point.
 - iv. Vehicles must have at least 5,000 miles and 6 months in service to be included in the data snapshot.
 - e. Annual miles driven
 - i. The goal would be measured at the individual vehicle level. The agency averages will be available for their reference.
 - ii. Miles because of “unique circumstances” like heavy snow years would be measured differently.
 - iii. The amount of POV (both miles and dollars) will also be tracked in this category to capture the offset of personal miles traveled for state business when there is a decrease in miles traveled by state vehicles.
 - f. Right size vehicles in the state fleet to the lowest level vehicle needed to conduct state business
 - i. At replacement time a justification will be submitted by the agency when a vehicle other than a compact sedan is requested for a replacement vehicle.
 - ii. The dropdown menu on the replacement list report will lead fleet contacts to choose the lowest level replacement vehicle in every class.
 - iii. Vehicle reductions will be tracked at the standard class size detail. For example the report would track a replacement reduction of a midsize sedan to a compact sedan.
- D. Goals for purchasing the most economically appropriate size and type of vehicle for the purpose and driving conditions for which the vehicle will be used
- E. Cost reductions and efficiency measures for agencies may include:
 - a. Reducing engine idle time (through control systems, engine warmers, or auxiliary power units)
 - b. Driving fewer miles (through combined trips, car pools, net meetings, etc.)
 - c. Avoiding Rush Hour Traffic
 - d. Reducing aggressive driving
 - e. Providing proper preventative maintenance including:
 - i. Properly inflated tires
 - ii. Clean air filters according to the manufacturers recommendations
 - iii. Vehicle tune ups as appropriate
 - f. Purchasing from state fuel sites
 - i. Purchase bio-diesel and ultra low sulfur diesel where possible from State fuel sites
 - g. Using the lowest octane fuel needed for altitude (cut out mid and high grade fuel where it is not necessary)
 - h. Rightsizing the vehicle type at replacement time for a vehicle with a higher MPG rating. For example replacing a full-size SUV (15.5 average MPG) with a minivan (22.5 average MPG) will save 1806 gallons over 90,000 miles.
 - i. This could also be accomplished by downsizing the engine size (V8 to a V6)
 - i. Reduce the number of commute and take home drivers in the state fleet
 - j. Promote efficient speeds. 55 MPH is the ideal speed for vehicle efficiency
 - k. Promote the use of cruise control
- F. Reducing inventories of underutilized vehicles
 - a. See sections (A) and (B) above.
- G. Education to inform drivers of their accountability on implementing cost reduction measures.
 - a. This will be part of the strategies mentioned in section E above (subsections a-h)

Attachment B -- State Fleet Efficiency Tracking Document (Draft)

Agency	Year	Improvement against the Baseline and Previous Year	(1) Annual Cost Per Mile		(2) Total Vehicles								(3) Total Fuel Used				(4) Miles Per Gallon		(5) Annual Miles Driven					(6) Right Sized Vehicles				
			Measurement	Environment benefit	Actual Active Vehicles, Nov 1	Vehicles Turned in		Expan Vehicles		Didn't need to Expand		Environment benefit	Baseline Vehicles	Expan. Vehicles	Total Fuel	Environment benefit	Measurement	Environment benefit	"Regular" Miles	Miles because of unique circumstances	POV Reimbursement	POV Miles	Environment benefit	Midsize Sedan to compact Sedan	Full Size Sedan to Midsize Sedan	Mid-size SUV to a minivan	Other downsized Options	Environment benefit
						Leased	Owned	Leased	Owned	Leased	Owned																	
Agriculture	Base Date		6/30		11/1	11/1	11/1	11/1	11/1	11/1	11/1		FY06				FY06		FY06									
	Base #																											
	2008	Year Measurement																										
		Against the Baseline																										
		Against Previous Year																										
	2009	Year Measurement																										
		Against the Baseline																										
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		Against the Baseline																										
		Against Previous Year																										
	2015	Year Measurement																										
Against the Baseline																												
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